

Questions and Answers for Los Molinos Environmental Justice Safety and Revitalization Project

1) Is there a DBE requirement for this project?

Answer: Please see the Community-Based & Environmental Justice Transportation Planning Grants Handbook at;

http://www.dot.ca.gov/hq/tpp/offices/ocp/ej_cbtp_toolbox_files/PDFs_of_files/EJ_CBTP_Handbook_v8.pdf I have copied and pasted the section of the referenced guidelines below.

Disadvantaged Business Enterprise Requirement (DBE)

Effective May 1, 2006, Caltrans and its sub-recipient local agencies receiving U.S. Department of Transportation federal financial assistance for transportation and transit-related projects, were obligated to change from a race-conscious to a race-neutral Disadvantaged Business Enterprises (DBE) Program. Current DBE provisions do not require specific DBE contract participation goals and evaluation of "good faith efforts." As a matter of statewide policy, Caltrans would like all local agencies to express their desire for prime contractors and prime consultants to voluntarily continue to use and list DBEs as subcontractors. Please refer to the Caltrans Civil Rights' website where the DBE Program Plan is posted.

(<http://www.dot.ca.gov/hq/bep/index.htm>)

2) I was just wondering if I could get clarification on the number of copies of proposal requested on Page 9 of 10 says 7 bound, and on page 10 of 10 it requests 5 bound. Which one is correct?

Answer: The seven bound copies is correct. The review committee has grown so I increased it the number required but didn't catch both locations in the RFP.

3) Has Caltrans already done a large amount of data collection on the SR 99 corridor in Los Molinos such as traffic counts?

Answer: The below URL has AADT level traffic data for SR 99:

<http://www.dot.ca.gov/hq/traffops/saferesr/trafdata/> More detailed information is available by completing Public Records Act Request form and submitting it to Caltrans.

4) Are there plans showing what Caltrans is doing in Phase I?

Answer: Yes, an overview of phase 1 project components as well as additional information is posted at; <http://www.tehamacountypublicworks.ca.gov/Transportation/index.htm>

5) Is there a link to the drainage study? How much design needs to be done?

Answer: This project is funded by a Context Sensitive Solutions Environmental Justice Grant. Engineering is not an allowable expense nor is detailed design. Concept drawings however are allow and are a requirement as stated in the RFP. Below is from the Community-Based & Environmental Justice Transportation Planning Grants Handbook also referenced in question #1.

Eligible Expenses

Direct costs must be used for planning-related activities, such as community surveys, community meetings, charrettes, focus groups, data gathering and analysis, planning consultants, bilingual services to facilitate meetings, reproduction costs, office supplies, concept drawings of the project, computer/furniture rental, transit passes, light snacks, and non-alcoholic refreshments (*light snacks and refreshments are an eligible expense*) to facilitate public participation.

Note: It is acceptable to use grant funds to purchase more substantive meals for participants in public engagement events that are of long duration (4 hours).

Indirect costs are an eligible expense. These are generally defined as rent, utilities, and other overhead costs. These costs must not exceed 15% of the total project budget. If an agency will be seeking reimbursement for indirect costs, the agency must prepare and submit annually to Caltrans an indirect cost rate proposal and a central service cost allocation plan (if any) in accordance with the Office of Management and Budget A-87 and the Department's Local Programs Procedures (LPP) Chapter 5, 04-10. Reference to these materials can be found at:

<http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm>

Ineligible Expenses

These grants **cannot** be used for the following:

These grants cannot be used for personal expenses, use of personal vehicles, organizational membership fees, or other items unrelated to the project such as meals or refreshments not connected to public participation activities. Purchases of computers, software, or office furniture are also excluded.

Environmental studies, plans, or documents normally required for project development under the National Environmental Policy Act (NEPA) or the California Environmental Quality Act (CEQA), or any Project Initiation Document (PID) are not eligible expenses under these grants.

Construction and procurement of equipment or materials, such as building a facility are not eligible expenses, even if such purchases might be funded with other funds or provided as match. Construction permits, construction projects, construction materials, maintenance, decoration,

3

traffic studies, detailed design, or acquisition (purchase or rental) of any vehicles for bus or shuttle programs, and operating subsidies of vans or shuttles.

- 6) Phase I is already being built. What are your top priorities or goals with Phase II?

- 1) Safety and mobility of pedestrians and cyclists.
- 2) Drainage to reduce flooding and preserve investment in roadway
- 3) Parking and access to businesses along State Route 99
- 4) Aesthetic improvements to revitalize the local economy

7) What kind of surveys as far as pedestrians do you want?

Answer: Some time needs to be spent in the community and around the schools (High School and Elementary school) during morning and afternoon dismissal times (on a sunny day) to see general number of pedestrians and walking patterns. Also, survey to understand general pattern of pedestrian movement on State Route 99 to help determine where improvements are most needed.

8) Who is on the evaluation committee?

Answer: It is anticipated that the evaluation committee will be made up of: 2 members of Tehama County Transportation Commission, 1 Tehama County Engineer, 1-2 persons from Caltrans, and 1-2 from Los Molinos Chamber of Commerce.

9) Who did the planning for phase 1, and why are you not doing the planning for Phase II?

Answer: Caltrans, Tehama County Transportation Commission and Tehama County Public Works jointly did the public outreach and planning for phase I. The focus was to improve the core of the community. Moving away from the center of the community there are many improvements that can be done. Some improvements may impact parking, drainage, aesthetics of community and pedestrian patterns. Funds not expended during phase I and TE funds of \$588,000 of Transportation Enhancement funds will be programmed on phase II to meet the most pressing needs.

10) Would a 2-3 day planning charrette be allowable to meet the requirement of 3 public meetings. ?

Answer: The goal is to ensure that all community members have an opportunity to provide input and be part of the planning process by taking an active role in shaping the community. There are known hot topics that arose in planning phase I such as parking, ingress and egress issues and drainage. If these issues can be vetted through Task 1C (Stakeholders interviews). Also having additional public meetings beyond the charrette may be desirable such as one to close out the project may still be needed to keep the public informed.

11) What needed to be done to finalize the Tehama County Public Participation Plan(PPP) for Task 3A in the RFP?

Answer: The PPP has been posted online at the Tehama County website. As stated in Task 3A in the RFP it is approximately 75% complete. It is expected that effective outreach methods used in this project will be incorporated into the plan as well as pictures from public outreach in Los Molinos. Minor edits may be needed in introduction as well.

12) What is meant by surveys?

Answer: Pedestrian survey needs to be done to learn about pedestrian movements, number of pedestrians and be able to prioritize improvements(See Question #7). Surveys mentioned in the RFP on page 4 under "Scope of Work," refers to gathering information from community member that may not attend the public meetings. This is intended to be more informal way of gathering information. Setting up displays in a public place such as the post office, bank or supermarket and gathering input from community members is an example of what would be appropriate.

13) What is meant by mitigate impact of phase I construction in the scope of work Task 1H?

Answer: Work with the TCTC and Caltrans to disperse information about phase I construction that will be during the summer of 2010. Information can be dispersed by internet site, flyer, newspaper, or at public meeting. Coordinate with Caltrans before public meetings to determine schedule and impacts and relay information to public or provide Caltrans representative with time to speak at the public meeting.

14) If a proposal was submitted over the budget of \$85,000, would it be thrown out and not considered?

Answer: No, all proposals that meet the submittal criteria will be accepted and reviewed. An example of how a proposal can meet RFP requirements and request additional funding needed to complete each task adequately: Provide a scope of work of what can be done for the allowable funding of \$85,000 and list other tasks that can be completed with additional funding (List amount of additional funding needed).

15) RFP says advertising expenses is a pass through expense. Would mass mailings or printing be considered a pass through expense?

Answer: Yes, direct expenses such as stamps are a pass through expense. Printing materials used for public outreach such as mass printing of flyers or posters is also a pass through expense.